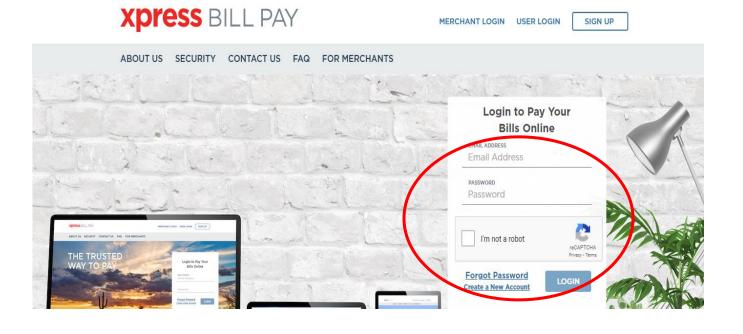


HOW TO SIGN UP FOR SARATOGA SPRINGS UTILITY SERVICES

STEP 1: Go to Xpress Bill Pay. Sign into Xpress Bill Pay if you already have an account, either with the City of Saratoga Springs or another city, or Create a New Account.

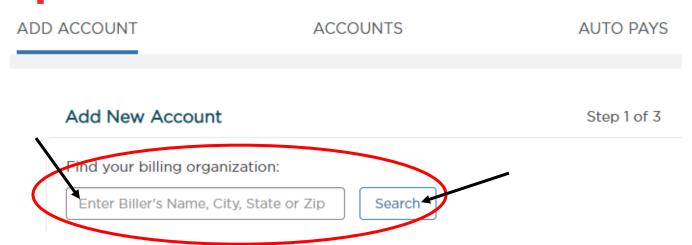


STEP 2: Once you have either logged in or created your account, click ADD ACCOUNT at the top of the page.

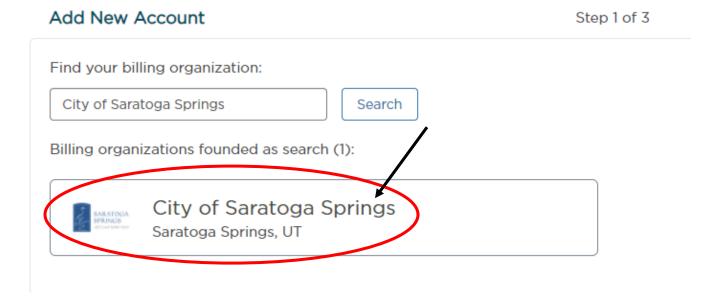


STEP 3: Enter "City of Saratoga Springs" in the Find your billing organization box. Then click the Search button.

XPRESS BILL PAY



STEP 4: Click the **City of Saratoga Springs box**.



STEP 5: Click the Request Utility Service box in the bottom right corner.

XPress BILL PAY			A Marilyn Banasky 🕶	
ADD ACCOUNT	ACCOUNTS	AUTO PAYS	XPRESS WALLET	HISTORY
Add New Account		Step 2 of 3		
Last Name or Bu	Bill Type ® Utility			
Request Utility Service				Locate Account
If you do not currently have utility service with	Lehi City select Request Utility Servic	Ø1		Request Utility Service

STEP 6: Choose the appropriate application from the menu. Select **Homeowner**.

We now require accounts to remain in the property owner's name. It will be the owner/landlord's responsibility to forward billing information to their tenants. The homeowner is responsible for any balance owed on the account.



STEP 7: Continue to fill out the application and pay the \$120.00 deposit. The deposit is applied to your account after 12 months of no delinquency. Your application will be submitted automatically, please call 801-766-9793 ext. 100 if you have any questions.